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UNITED STATES MAGISTRATE JUDGE

**Martin Luther King Jr.**  
**Federal Building and U.S. Courthouse**  
**50 Walnut Street**  
**Room 2060**  
**Newark, NJ 07101**  
**(973) 645-3574**

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WILLIAM T. WALSH CLERK  
(Deputy Clerk)

At least fourteen (14) days prior to the conference scheduled herein, counsel shall personally meet and confer pursuant to Fed. R. Civ. P. 26(f), and shall submit a discovery plan to the

undersigned not later than 72 hours prior to the conference with the Court. The discovery plan may include a summary of the status of settlement negotiations.

Each counsel must also prepare and submit to the Court the attached Information Sheet along with a copy of that party's pleading at least five (5) days prior to the conference.

The parties shall immediately serve interrogatories, limited to twenty-five (25) single questions, and requests for production of documents (no limit).

At the conference with the Court, all parties who are not appearing pro se must be represented by counsel who shall have full authority to bind their clients in all pre-trial matters. Clients or persons with authority over the matter shall be available by telephone. See General Rule 15A3.

Counsel for plaintiff(s) shall notify any party who hereafter enters an appearance of the above conference and forward to that party a copy of this Order.

The parties must advise this Court immediately if this action has been settled or terminated so that the above conference may be cancelled.

Counsel are advised that communications to the Court by facsimile transmission (fax) will not be accepted without prior permission from the undersigned and then only in an emergency.

Failure to comply with the terms herein may result in the imposition of sanctions.

SO ORDERED this day, December 5, 1997.



DENNIS M. CAVANAUGH  
UNITED STATES MAGISTRATE JUDGE

Orig: Clerk  
cc: Scott Creegan  
All Parties  
File